Intercollegiate Broadcasting System

Technical Department

To _____ Date _____

As you probably know, the largest part of the technical advice available through the Intercollegiate Broadcasting System is offered in the form of direct consultation on specific problems. This is required by the wide differences in conditions from one campus to another. If you desire help in planning a campus station, please submit the following information:

1) A map of your campus. (These maps are usually available in bulletins, catalogs, or Freshman Handbooks published by the college). On this map, please indicate the following items with the corresponding notations:

| | |
|---|---|
| Location of control room and studio (or proposed location) | O |
| Dormitories | D |
| Fraternities (if used as living quarters) | F |
| Sororities (if used as living quarters) | S |
| Commons or social halls | C |

Heating tunnels or conduits through which wires can be run.
(This information may be obtained from the Buildings and Grounds office or heating plant of the college)Please indicate such tunnels with a double line, and describe briefly their size and construction (e.g. 24" Terra Cotta)

2) If you have prepared plans for a transmission system, please indicate on the map requested above the route of proposed transmission lines, using a solid line wherever they run above the surface of the ground a nd a dotted line wherever they run below the surface. Also show proposed location of all transmitters, booster amplifiers, and coupling units. If necessary, please describe proposed transmission system briefly om a separate page.

3) Please indicate location and overhead a.c. or d.c. power lines. In the case of a.c. lines, indicate primary (2300 V, 4160 V, etc.) and secondary (110/220v) circuits and transformers. This information may be obtained from the college or power company. Use red for primary, blue for secondary, solid for overhead, dotted lines for underground. Indicate the voltage of circuits, whether a.c. or d.c., and describe briefly the construction of the lines (cable, conduit, open wire, etc.) Indicate the source of electrical power for the campus.

4) Please describe the type of electrical wiring within the buildings themselves, on a separate list.

5) Please submit a sketch of proposed studios and control rooms with dimensions, or a similar sketch of the space in which studios will be installed. Do not forget to show doors and windows, ceiling height of each room, and which portions now exist and which are proposed. Please indicate whether walls are exterior or interior walls.

6) Please give a description of any equipment now on hand which is to be used in the campus station.

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